

**NSLS Facility-Specific Environment,
Safety, and Health (ESH) Briefing**

**For Contractors
& Vendors**
(LS-ESH-CONTRACTOR)

NSLS Building Mgr Gerry Van Derlaske: x3476, pager 8222
Assistant Bldg. Mgr. Bob Kiss: x4926, pager 5827
Emergencies: x2222 and also the Control Room (x2550=NSLS, x5350=SDL)
To page: Dial 3456 (listen for beeps). Dial number you want to reach (listen for more beeps). Enter your telephone number. Hang up and wait for a call back.

I. EMERGENCY INFORMATION

- ___ 1. **Emergency Number: Call x2222 or 911** (fire, medical emergency, serious injury, ambulance, leaks, and spills). You must dial 344-2222 if using a cellular phone.
THEN IMMEDIATELY notify the Control Room (NSLS = x2550, SDL = x5350).
- ___ 2. **Site-Wide and Building Alarms at BNL**
 - a. **Alert Siren:** Continuous sounding of site siren for five (5) minutes. Proceed to NSLS Main Lobby or the Seminar Room ("Indoor Assembly Area") and wait for further instructions.
 - b. **Evacuation Siren:** Intermittent sounding of the site siren (pitch rises and falls) for five (5) minutes. Evacuate the BNL site immediately.
 - c. **Siren Testing:** Sirens are tested at noon every Monday.
 - d. **Building Alarm Bells:** Evacuate building immediately and assemble on the NSLS front lawn.
- ___ 3. **Reporting of Injuries:** Report ANY injuries immediately to your BNL Contact/NSLS Building Manager. If it is an emergency, dial 2222 or 911, then notify the Control Room at ext. 2550.
- ___ 4. **Alarm Locations:** Note the locations of fire alarm pull boxes, nearest exits, phones, eyewash/shower stations, fire extinguishers and Material Safety Data Sheets (MSDS) in your work area.

II. COMPLIANCE WITH PROCEDURES AND REGULATIONS

- ___ 1. **ESH Requirements:** Obey all environmental, safety and health requirements that apply to your work. If you have questions about requirements that may affect your specific work, ask your BNL Contact or the NSLS Building Manager.
- ___ 2. **Postings & Access:** Comply with all warning signs posted at the Laboratory, and do not move or disturb signs or postings. Access to certain areas at BNL is limited to individuals who are trained and qualified to be there. Do not enter any areas that are posted with warning signs. For example, Radiological Areas are posted with yellow and magenta or yellow and black signs, and there are special requirements that need to be fulfilled to access these areas. If you have any doubt about whether or not you may enter an area, ask your BNL Contact or the NSLS Building Manager.
- ___ 3. **Haz Mat Disposal & Spills:** All unauthorized disposal or release of oil or hazardous materials is strictly forbidden. Report spills to your BNL Contact. If you witness a spill of material (gasoline, oil, chemicals) onto soil or into a water stream (including drains), call 2222 to report the spill immediately.
- ___ 4. **Fire & Access Doors:** Do not prop open any fire doors or access doors to the building.
- ___ 5. **Equipment:** Equipment at the NSLS often uses high voltage and currents. Experiments use a wide variety of chemicals and gases. Do not interfere with equipment or experimental areas.
- ___ 6. **Unsafe Conditions:** Report any unsafe conditions or activities to the NSLS Building Manager.
- ___ 7. **Radiation Safety and Controlled Areas at the NSLS:**
 - a. TLDs (radiation dosimeters) are not required for access to the 725 Controlled Areas, but ARE required for 729 unless visitor is escorted.
 - b. Do not climb over any shielding walls or move any lead or concrete shielding.
 - c. Do not linger near the front ends of UV Beamlines or on the transport line during injections or fills. Announcements will be made and a siren sound will occur during these times – typically around 3:30 am, 8:00 am, 12:30 pm, 5:30 pm, and 10:30 pm.
 - d. Any untrained person who needs to enter a Controlled Area must be logged and signed in at a Visitor/Escort Station. The person MUST be escorted by fully trained personnel.
- ___ 8. **Oxygen Deficiency Hazard Alarms:** The following rooms contain alarm systems to warn the occupants of any oxygen deficiency hazards which may result from equipment failure in those areas:
 - Liquid Nitrogen fill station located at the West Roll Up Door (Rm. 1-151A)
 - LEGS Cryolab (Rm. 1-169)
 - Mechanical Equipment Rooms (MER) A, #7 and #8.

Should one of these alarms be activated you are to:

- Leave the area immediately. Do NOT stop to troubleshoot any problem.
- If needed, call BNL Emergency Services at x2222.
- Call the NSLS Control Room at x2550.

9. **Additional Training:** Potentially hazardous operations require special training and permits before individuals are authorized to perform such work. Forklift operation, overhead crane operation, electrical work, handling of compressed gas cylinders, cutting and welding activities, confined space entry, disposal of hazardous materials, operations that may impair fire protection systems and any task performed in a radiological area are examples of activities that require proper authorization prior to task performance. For work within or outside Bldg. 729, the SDL Facility-Specific Safety Orientation will also be required.
10. **Escorting:** If you are being escorted while on site and performing a potentially hazardous task under escort, your escort must be in your constant sight during task performance.

III. TRAFFIC RULES

1. **Speed:** Speed Limit on site is 30 m.p.h. (except where otherwise posted) and is radar enforced.
2. **Right of Way:** Pedestrians have right-of-way in marked areas. Cross in marked zones.
3. **Inspection:** Vehicles are subject to police inspection.
4. **Bicycles:** Bicycles must observe all Laboratory traffic rules.
5. **Parking:** Park in designated parking areas. Yellow-painted curbs indicate "no parking" areas.
6. **Deer:** On-site deer population presents driving hazard.

IV. INDIVIDUAL RESPONSIBILITY

1. **Badge:** Wear your BNL ID badge on outer clothing at all times. When your BNL work assignment is over, you must return your BNL ID to your BNL Contact or the Badging Office.
2. **Smoking:** No smoking in any building on site.
3. Professional conduct and ethical behavior are expected and required at all times.
4. **Prohibited Activities:** Prohibited activities include: alcohol consumption, illegal drug use, sexual harassment or any other discrimination.
5. **Equipment & Computer Use:** Do not use a computer or any other BNL equipment unless you are authorized for its use and handling. Inappropriate use of equipment may constitute fraud, waste, or abuse of government property.
6. **Access to BNL:** You may access the BNL site for the performance of your BNL work assignment only. Accessing the site for any other purpose is prohibited.

V. REVIEWED OR ISSUED THE FOLLOWING DOCUMENT(S)

Signature conveys that you have read and understand this information and agree to abide by the these and all other safety rules, procedures and requirements that you may be informed of.

Contractor/Vendor Name (print)	BNL Guest #	Contractor/Vendor Signature	Date

TRAINER NAME (print)

TRAINER SIGNATURE

Date

Qualified Trainers: ESH Coordinator, Safety Officer, Building Manager, Assistant Building Manager, Training Coordinator, and also NSLS Control Room staff (only during non-business hours and with prior arrangement).

Note to Trainer: If Contractor is to be on site for more than 3 days, then BNL course Contractor/Vendor Orientation (CVO) OR web course Guest Site orientation (TQ-GSO) is also required.

Form Retention: Please forward this signed form to NSLS Training Coordinator at 725D.